

Request for Rate Based Financial Assistance for Not for Profit Recreation, Sporting & Community Groups

For this application, you MUST:

- Complete all questions on this form;
- Provide any mandatory supporting information identified on the form as being required to accompany your application.

Please allow 10 working days for processing

SECTION 1 – PROPERTY DETAILS

Assessment Number:

Property Address:

Lot and Plan Details of Property:

SECTION 2 – APPLICANT DETAILS

Organisation Name:

Organisation's ABN/ACN number:

Registered Address

Postal Address:

Telephone:

Mobile:

Email:

SECTION 3 – ORGANISATION DETAILS

Type of Organisation

Community ☐

Sporting and Recreation ☐

What is the Primary Purpose of your organisation and how does your organisation benefit the community?

Number of Members:

Is the applicant the owner / lessee and occupier of the land?

☐ Yes

☐ No

Is the property used for residential purposes other than for an aged care facility?

☐ Yes

☐ No

Does your organisation rely mainly on volunteer labour?

☐ Yes

☐ No

Does your Organisation/Club/Premises hold a licence to sell liquor?

(If yes, please give details eg, type of licence and number of hours of operation per week):

☐ Yes

☐ No

SECTION 3 – ORGANISATION DETAILS continued

Does your Organisation/Club/Premises have gaming machines? (If yes, please give details):	☐ Yes ☐ No
Does your Organisation/Club/Premises have a contractual arrangement, either formally or informally, with a third party that derives an income or benefit as a result of this arrangement? E.g. third party is permitted use of the organisations assets and derives an income from this (If yes, please give details):	☐ Yes ☐ No
Is any part of the land rented or leased to a third party? If so please provide details:	☐ Yes ☐ No
Please provide details of profit-making activities carried out (including player and admission fee):	
Does your organisation have toilets located on the property? If yes, to ensure Council have the correct sewerage charges applicable, please advise how many WC's and urinals are onsite: WC's _____ Urinals _____	☐ Yes ☐ No

SECTION 4 – SUPPORTING DOCUMENTATION

Have you attached the required documentation listed below with this application:	☐ Yes ☐ No
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This application **MUST** be supported with any applicable documentation relating to:

- Details of the organisation's not-for-profit status from the Australian Taxation Office or similar.
- A copy of the organisation's Certificate of Incorporation or The Constitution of the Organisation The Constitution must clearly state prohibitions on any member of the Organisation making a private profit or gain; either from ongoing operations of the Organisations, or as a result of distribution of assets if the Organisation is wound up.
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- A copy of the most recent audited Annual Financial Report and minutes from the annual general meeting.
- Any other relevant information supporting that the Organisation is a non-profit entity or otherwise exists for a public purpose.

Please note that this rebate is not available on Vacant land

Please note: a new application is now required every two years (by the due date specified by Council) if the rate relief is still required, and Council may request information from an organisation on a yearly basis if it considers it necessary. Any applications received after the due date will be deemed ineligible.

DECLARATION - This application must be signed by two (2) Executive Members of the Organisation

We declare that the information provided by us in this application is true and correct and consent to the making of enquiries and exchange of information with authorities of any Local, State/Territory or Commonwealth department in regards to any matters relevant to this application.

**Authorised Person Name 1
and Position:****Signature:****Date:****Authorised Person Name 2
and Position:****Signature:****Date:****Douglas Shire Council – Privacy Collection Notice:**

Douglas Shire Council collects and manages personal information in the course of performing its activities, functions and duties. We respect the privacy of the personal information held by us. The way in which the council manages personal information is governed by *the Information Privacy Act 2009* (Qld). We are collecting your personal information in accordance with the *Local Government Act 2009* so that we can assess and finalise your application. Generally, we will not disclose your personal information outside of Council unless we are required to do so by law, or unless you have given us your consent to such disclosure. For further information about how we manage your personal information please see our Information Privacy Policy.

OFFICE USE☐ Assessment number written on form☐ Copies of documentation attached☐ ALL Questions answered☐ Check rates database and ensure all details are correct